

Board of Directors Election Meeting – via Conference Call

Board of Directors
Carolus Online Academy
September 19, 2024
5:00 p.m. – 6:05 p.m.

Location: Zoom

<https://k12.zoom.us/j/99014694443?pwd=LKMaDeeLa3dtbQzHWZMSGaCWCCyW20.1&from=addon>

- **Preliminary Items**

- Call to Order by Dan Martin, Vice Chair in the absence of Mr. Pallasch.
- Roll Call
 - Board Members:
 - Dan Martin, Vice Chair
 - Dr. Bassanya Bryant-Spann
 - Crystal Cumbee
 - Eric Mack
 - Kristen Bell
 - (Mr. Pallasch was ill.)
 - Others attending
 - Pam Sieger
 - Scott Sides
 - Betsy Carpentier
 - Dr. Reddish
 - Corrinne
 - Dr. Bryant

- **Action Agenda Items to Vote on:**

- Board election term length. The board voted on 3 new members (Gretchen, Crystal, and Bassanya) but didn't indicate whether the terms were one or two years.
 - Suggested 2 with one year; 1 with 2 years
 - Crystal indicated she has a possible military reposting coming up; she was ok with a one-year term.
 - Bassanya indicated she was fine with a two-year term.
 - Because Gretchen was not present the Board discussed whether to delay a vote that would impact her to next month.
 - Kristen moved to table; second – Bassanya
 - Unanimously approved to table to a later meeting.
- New location for the school
 - District wants us to move. Need to have 90 days notice.
 - Chad has looked at all the proposed new site and documents. He approves. .
 - Staff reviewed several locations; most are more money and have limitations such as numbers of students and available bathrooms.
 - Motion: by Kristen to approve; seconded Eric. Discussion: Looking at 5 years to decrease costs. Includes 2 free months, paint, carpet, signage. Question

whether we should table this too, but decided this just needs a quorum and quicker action, plus the 90 days notice to the district. Unanimous approval.

- Stride Tutoring invoice
 - SC Ready scores are not satisfactory.
 - Intensive tutoring K-8 will be provided; 2x week; includes summer.
 - Motion \$300,000 contract for Stride tutoring. Kristen moved; Eric second. Unanimous approval.
 - Updating the By Laws
 - 2 typos
 - Purpose listed K-8 instead of K-12. Kristen: also remove highlight after word vice chairman
 - Motion: Eric to approve. Second Kristen.. Unanimous approval.
 - Updating policies and procedures
 - Updates to earlier manual. Kristen moved to approve, Eric 2d; unanimous.
- **Regular Agenda Items:**

Financial Update with Chad presented by Pam

Higher enrollment driving higher revenue and expenditures

Sped enrollment 240 above budget – expected 12% but enrolled 14%

\$17.1 m higher than projected budget. 16.9 m expense projected. 70 FTEs now; 26 higher than anticipated. \$377,000 projected surplus. 1,823 students. 392 in 9-12; 483 in 6-8; balance in K-5th. Cohorts coming in every two weeks. FTEs changed depending upon enrollments.

Board retreat update

Gretchen won't be able to attend. Everyone else can come at least one day. Marriott reservations. Dining with each other if you said you wanted to on 9/23. Full day 9/24 and 9/25. Sending reservations to board members. Probably eat at the Marriott for ease of board members.

Vision/mission statement update

District reviewed the proposed revised statements. The district was thrilled with the updates and approved. (No vote needed because Board already approved before district review.)

- **School Leadership Report**

- Update on correction action required by the district. Scott, John, and Pam were emailed 8/29; met with staff 8/30 and following week; went over with the team. We are still working through the corrective actions; recap is in the One Note. Reported findings to the district; they are re-auditing by cob tomorrow 9/20.
 - PowerSchool – contract with Canteo for uploading documents; team was uploading records –got it done 48 hours past the deadline.
 - Special Education Prior Written Notice delays; state allows 10 days; district requires 5 days. PWNs are written by the special education teachers and Dr. Bryant. Dr. B: we doubled our number of students and she's the only one doing the PWNs. 4 subs not doing any paperwork; 4 new teachers now – 3 certified in SC one who is not in SC; Pam asked for help from Stride team.

Have help now. Didn't have records for some students; still one without records. 24 yesterday in which teachers had to relook and send notices to parents. Hired 5 of 6 teachers. Also getting assistant coordinator. Dan question: so not a problem going forward? Dr. B says have help now.

- Bassanya question: Training in EdPlan?
- Respond by going over all items in the letter from district
 - Audit of all records
 - Provide written summary; not compliant with 504 and IEP section
 - Needed corrective action for gifted – summary to district.
 - Record request processes to include GT, ML, 504, IEP
 - Within first 10 days of enrollment.
 - IDEA students transferred in must have PWN to parent establishing comparable services and services since start of school 8/8 within 5 days after.
 - As of today we still have under 26 to update.
 - Complete within first 5 days of school and email the families and provide evidence. 9/4 not all PWNs were written. Had until last Friday and didn't meet that deadline.
 - Students who didn't have services within 5 days need IEP meeting to determine whether FAPE was denied and compensatory services. District gave an additional 30 days. 153 IEP meetings before deadline.
 - Emailing was an additional corrective action.
 - Second additional finding was new EdPlan system training. Wanted training before school year; as of 9/4 had not been conducted. Had until Friday of last week to provide agenda, ppt, sign in and sign out sheets. Dr. Bryant said because she was sole persona and new system and she didn't have any help. About 10 needing corrective actions. Even if didn't do it right tried to schedule in a place with special ed services. Need to do everything we can to ensure compliance.
 - Eric Mack – are we on track with the corrections? And what was this due to? Lack of staff? Lack of training? Timely execution? Are we on track now? Dr. B response: was one person doing everything. Pam recently took off plate some things. Working towards getting back on track.
- SC Ready results
 - More discussion will occur in person because of confidential student records.
 - Received Unsatisfactory .
 - Students need support in Math and in Reading
 - Approved Stride tutoring above; also Mindplay.
 - Bassanya: Do we have reading interventionist and math one? Typically different from a reading coach or math coach. Pam: Do not have interventionists planned at this point. Supplying Stride tutoring instead.
- W-9 reminder and completing an expense

- She will print it out and have you fill it out next week.
- Enrollment update
 - Shared already
 - Another update next week.
- Hiring update
 - Still need academic administrator for elementary; special program coordinator; one for special education
 -
- School community outreach update
 - Bowling in September. Available to all board members.

Board members expressed appreciation for the One Note with all documents being shared.

- **Public comments**

No public comments.

- Adjournment: Kristen moved; Eric seconded. Unanimous.